

**DIETITIANS AFFILIATED CREDENTIALING BOARD
SEPTEMBER 25, 2012
TELECONFERENCE MINUTES**

PRESENT: Scott Krueger, Donna Loveland, Patricia Roblee and Gail Underbakke

STAFF: Thomas Ryan, Executive Director; Karen Rude-Evans, Bureau Assistant

CALL TO ORDER

Gail Underbakke, Chair, called the meeting to order at 9:09 a.m. A quorum of four (4) Board members was confirmed.

ADOPTON OF AGENDA

MOTION: Gail Underbakke moved, seconded by Scott Krueger, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF JANUARY 10, 2011

MOTION: Patricia Roblee moved, seconded by Donna Loveland, to approve the minutes of January 10, 2011 as written. Motion carried unanimously.

ELECTION OF OFFICERS

NOMINATION: Gail Underbakke nominated herself for Board Chair.

Tom Ryan called for nominations a total of three times. Hearing no other nominations, a vote was called.

Gail Underbakke was elected Board Chair by unanimous vote.

NOMINATION: Gail Underbakke nominated Scott Krueger for Board Vice Chair.

Tom Ryan called for nominations a total of three times. Hearing no other nominations, a vote was called.

Scott Krueger was elected Board Vice Chair by unanimous vote.

NOMINATION: Gail Underbakke nominated Donna Loveland for Board Secretary.

Tom Ryan called for nominations a total of three times. Hearing no other nominations, a vote was called.

Donna Loveland was elected Board Secretary by unanimous vote.

2012 ELECTIONS

CHAIR	Gail Underbakke
VICE CHAIR	Scott Krueger
SECRETARY	Donna Loveland

Board Assignments

- **Screening Panel:** Scott Krueger, Donna Loveland (alternate)
- **Credentialing Liaison(s):** Gail Underbakke, Scott Krueger (alternate)
- **Legislative Liaison(s):** Gail Underbakke, Scott Krueger (alternate)
- **Division of Legal Service and Compliance Monitoring Liaison(s):** Donna Loveland, Gail Underbakke (alternate)
- **Examination Panel:** no appointment at this time
- **Provider Assistance Procedure Liaison:** Donna Loveland, Gail Underbakke (alternate)
- **Education Liaison:** no appointment at this time

EXECUTIVE DIRECTOR MATTERS

Delegation Motion

MOTION: Donna Loveland moved, seconded by Gail Underbakke, to delegate to the Chair or highest ranking officer of the Dietitians Affiliated Credentialing Board, or the Board member with the most seniority, to appoint liaisons to the Department where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

ADJOURNMENT

MOTION: Donna Loveland moved, seconded by Scott, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 9:38 a.m.